

CLASSIFIED MATERIAL ACCESS CERTIFICATION
CNET 5521/11 (Rev. 3-97)

PART I

NAME (last, first, middle)	SSN	RANK/RATE/GRADE
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From: _____ (department or equivalent) To: Security Manager
 The duties of the above person require access to _____ Date _____
 material classified _____
 For civilians only - Position sensitivity code on _____
 Optional Form 8 is _____. See reverse for code definitions. Signature _____

FIRST ENDORSEMENT (Office maintaining personnel record) Date _____

The following information was obtained from the service record/official personnel file of the person named above:

Birth Date	Birth Place	Citizenship	Immigrant Alien <input type="checkbox"/> Yes <input type="checkbox"/> No	Foreign Nat'l <input type="checkbox"/> Yes <input type="checkbox"/> No
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Type Investigation	Date Completed	Agency
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Record contains information which should be examined before access is granted.

☐ Yes ☐ No

Signature (PERSOFF, SECMGR or other designated official)

SECOND ENDORSEMENT (Medical Officer)

Date _____

Medical record contains information which should be examined before access is granted.

☐ Yes ☐ No

Signature of Medical Officer

THIRD ENDORSEMENT (Security Manager)

Date _____

Clearance and access granted at the _____ level.
 Orientation briefing given. Standard Form 312 executed.

Signature of Security Manager

NAME (last, first, middle)	SSN	RANK/RATE/GRADE
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DETACH AND RETURN TO ORIGINATING DIVISION/DEPARTMENT

PART II

CLASSIFIED MATERIAL ACCESS CERTIFICATION
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Birth Date	Birth Place	Citizenship	Immigrant Alien <input type="checkbox"/> Yes <input type="checkbox"/> No	Foreign Nat'l <input type="checkbox"/> Yes <input type="checkbox"/> No
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Security Clearance/Access/Type Investigation/Agency Completing/Date

NAME (last, first, middle)	SSN	RANK/RATE/GRADE
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